



## CITY OF ATLANTA

KASIM REED  
MAYOR

DEPARTMENT OF FINANCE  
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J. ANTHONY "JIM" BEARD, CTP  
CHIEF FINANCIAL OFFICER  
jbeard@atlantaga.gov

March 12, 2015

### ATTENTION INTERESTED RESPONDENT:

Your firm is hereby invited to submit to the City of Atlanta (the "City"), Department of Finance (the "DOF"), a qualified statement for FC-8110, Underwriting Services. The City is seeking qualification statements from Investment Banking Firms with significant experience to provide underwriting services.

The last date to submit questions will be Wednesday, March 18, 2015, at 3:00 P.M. Questions may be sent to Maria Runnels, Investment Relations Manager, via email at [mrunnels@atlantaga.gov](mailto:mrunnels@atlantaga.gov). Questions will be responded to in the form of an addendum.

Your response to this Request for Qualifications ("RFQ") must be received by designated staff of the Department of Finance at 55 Trinity Avenue, S.W., City Hall South, Suite 1900, Atlanta, GA 30303, no later than 2:00, P.M., on Tuesday, April 7, 2015. Any Qualification Statements received after this time will not be considered and will be rejected and returned.

Respondents' names will be publicly read at 2:00 P.M. on the respective due date in Suite 1900, 1<sup>st</sup> Floor, 55 Trinity Avenue, S.W., City Hall South, Atlanta, GA 30303.

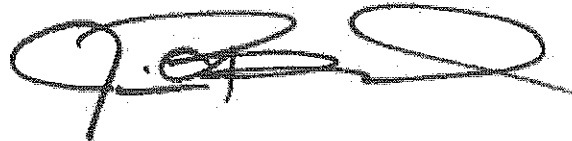
This RFQ is being made available by electronic means. If acceptable by such means, then the Respondent acknowledges and accepts full responsibility to ensure that no changes are made to the RFQ. In the event of a conflict between a version of the RFQ in the Respondent's possession and the version maintained by DOF, the version maintained by DOF shall govern.

Respondents are required to email their business name, contact person, address, phone number, fax number and the project number to Maria Runnels, at [mrunnels@atlantaga.gov](mailto:mrunnels@atlantaga.gov) to be placed on the Plan Holders List. Failure to do so may prevent you from receiving any addenda that are issued.

Request for Qualifications  
FC-8110, Underwriting Services  
March 12, 2015  
Page 2

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all responses when it is for good cause and in the best interest of the City. Thank you for your interest in doing business with City of Atlanta.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Anthony Beard', with a stylized flourish at the end.

J. Anthony "Jim" Beard